

The Township of Greenwich
Board of Supervisors Reorganization Meeting
January 3, 2023 7 p.m.

Attending: Supervisors: Dean Spohn, Victor Berger, Alice Flyte, Professional Staff: Ryan Wessner-LTL Consultants, Colin Macfarlane-Kozloff Stoudt P.C., Bobby Follweiler-Road Master, and Diane Hollenbach-Administrator

Guests: Linda Wood, Matthew Leid, Dodie and Mark Sable, Jane Rumsey, Melissa Nolte, Tammy Bruno, Kay Brendlinger.

Mr. Spohn called the Greenwich Township Reorganization Meeting to order at 7 p.m. and asked everyone to rise for the Pledge of Allegiance.

ANNOUNCEMENTS:

Please state your name and address if addressing the Board. This meeting will be recorded for the accuracy of the minutes and deleted. Attending visitors may also be recording.

PUBLIC COMMENT: None

NEW BUSINESS:

Appointment of Chairman Pro Tem

A motion was made by Mr. Berger and seconded by Ms. Flyte to appoint Colin Macfarlane Chairman Pro Tem for the purposes of reorganization. All members voted in favor. Motion carried. Mr. Spohn turned the meeting over to the chairman protem.

Reorganization of the Board

Mr. Macfarlane asked for nominations for the positions of Chair and Vice Chair of the Board of Supervisors for 2023.

A motion was made by Mr. Berger to nominate Dean Spohn as Chairman of the Board of Supervisors in 2023.

A motion was made by Mr. Spohn to nominate Victor Berger as Vice Chairman of the Board of Supervisors in 2023. Hearing no other nominations, Mr. Macfarlane closed the nominations and called for the vote.

All members voted in favor of Dean Spohn as Chairman of the Board of Supervisors in 2023. Motion carried.

All members voted in favor of Victor Berger as Vice Chairman of the Board of Supervisors in 2023. Motion carried. Mr. Macfarlane turned the meeting over to the Chairman.

Resolution 2023-1 Appointing Employees and Setting Rates of Pay for 2023

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A motion was made by Ms. Flyte, seconded by Mr. Spohn, to adopt Resolution 2023-01 appointing full-time and part-time employees and setting the rates of pay for 2023. Ms. Flyte and Mr. Spohn voted in favor. Mr. Berger abstained. Motion carried.

Appointments of Professional Staff

A motion was made by Ms. Flyte, seconded by Mr. Spohn, appointing LTL Consultants as Township Engineer, Building Code Officer/ Inspector, Zoning Officer and Driveway Permit Officer. All members voted in favor. Motion carried.

A motion was made by Mr. Berger, seconded by Mr. Spohn, appointing Kozloff Stoudt as Township Solicitor. All members voted in favor. Motion carried.

A motion was made by Mr. Berger, seconded by Mr. Spohn, appointing Berks Envirotech as Township Sewage Enforcement Officer. All members voted in favor. Motion carried.

Agenda item #4 Adopt Resolution to Establish a Fee Schedule was not adopted as the fee schedule did not change from 2021.

Agenda Amendments

Mr. Spohn made a motion, seconded by Mr. Berger, to amend the Reorganization Agenda to include the following agenda Items:

- Item No. 6: Adopt Resolution 2023-02 appointing Dean Scott to the Zoning Hearing Board in place of Anna Marie Schick, whose term recently expired. His new term will expire December 31, 2025.
- Item No. 7: Appoint Diane Hollenbach as the Township Secretary/Treasurer on the condition that she's bonded in the amount of \$2,000,000.00.
- Item No. 8: Authorize the Township Secretary to purchase a security bond for the Treasurer in the amount of \$2,000,000.00.
- Item No. 9: Appoint Diane Hollenbach as the Open Records Officer.
- Item No. 10: Appoint Bobby Follweiler as the Road Master.
- Item No. 11: Appoint Victor Berger as the Assistant Road Master.
- Item No. 12: Authorize the depository for Township funds as New Tripoli Bank.
- Item No. 13: Appoint Jeff Strauss as the payroll administrator to the extent his assistance is needed by Diane Hollenbach.

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- Item No. 14: Appoint Matt Brett as the Emergency Management Coordinator.
- Item No. 15: Appoint Ken Sanner as the Vacancy Board Chairman.
- Item No. 16: Appoint Victor Berger, Dean Spohn, Bobby Follweiler, and Diane Hollenbach as Delegates to the State Convention.
- Item No. 17: Appoint Victor Berger as the Voting Delegate for the State Convention.
- Item No. 18: Appoint Dean Spohn as the Alternate Voting Delegate.
- Item No. 19: Appoint Berkheimer as the Collector of Local Services, Amusement, and Delinquent Per Capita Taxes.
- Item No. 20: Appoint Berks EIT as the Collector of Earned Income Taxes.
- Item No. 21: Appoint the Berks County Tax Claims Bureau as the Collector of Delinquent Real Estate Taxes.
- Item No. 22: Appoint Kay Brendlinger as the Collector of Per Capita Taxes.
- Item No. 23: Establish the meeting schedule for the Board of Supervisors to occur on the first Monday of every month with the exception of September, which will occur on the first Tuesday of September.
- Item No. 24: Establish the meeting schedule for the Planning Commission to occur on the third Monday on every month.
- Item No. 25: Establish the Township holiday schedule in accordance with the same holidays given in 2022.
- Item No. 26: Establish mileage/travel reimbursement at the current IRS Rate.
- Item No. 27: Adopt Resolution 2023-03 appointing an outside Auditor and a Motion to Sign the Auditor's Engagement Letter.

All voted in favor to amend the agenda. Motion carried.

Items Nos. 6 – 10, 12-16, and 19-27

A motion was made by Ms. Flyte, seconded by Mr. Spohn, to approve agenda items 6 through 10, 12 through 16 and 19 through 27. All voted in favor. Motion carried.

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Item No. 11 Appoint an Assistant Road Master

A motion was made by Mr. Spohn, seconded by Ms. Flyte, to appoint Victor Berger as Assistant Road Master. Ms. Flyte and Mr. Spohn voted in favor and Mr. Berger abstained. Motion carried.

Item No. 17 Appoint a State Convention Voting Delegate

A motion was made by Mr. Spohn, seconded by Ms. Flyte, to appoint Victor Berger as the State Convention Voting Delegate. Ms. Flyte and Mr. Spohn voted in favor and Mr. Berger abstained. Motion carried.

Item No. 18 Appoint a State Convention Alternate Voting Delegate

A motion was made by Mr. Berger, seconded by Ms. Flyte to appoint Dean Spohn as the State Convention Alternate Voting Delegate. Ms. Flyte and Mr. Berger voted in favor and Mr. Spohn abstained. Motion carried.

Having no further business, Mr. Spohn adjourned the Reorganization Meeting at 7:15 p.m. and announced that the Board would reconvene at 7:30 p.m. to hold their regular meeting.

The Township of Greenwich
Board of Supervisors Regular Meeting
January 3, 2023 7:30 p.m.

Attending: Supervisors: Dean Spohn, Victor Berger, Alice Flyte, Professional Staff: Ryan Wessner-LTL Consultants, Colin Macfarlane-Kozloff Stoudt P.C., Bobby Follweiler-Road Master, and Diane Hollenbach-Administrator

Guests: Linda Wood, Matthew Leid, Dodie and Mark Sable, Jane Rumsey, Melissa Nolte, Tammy Bruno, Kay Brendlinger.

Mr. Spohn called the Greenwich Township Regular Meeting to order in the Greenwich Township Municipal Building at 7:30 p.m.

ANNOUNCEMENTS:

1. Executive Session was held December 28, 2022 to discuss litigation.
2. Please state your name and address if addressing the Board. This meeting will be recorded for the accuracy of the minutes and deleted. Attending visitors may also be recording.

APPROVAL OF THE MINUTES:

A motion was made by Ms. Flyte, seconded by Mr. Berger, to approve the minutes of the December 28, 2022 Board of Supervisors Year End Meeting. All voted in favor. Motion carried.

PUBLIC COMMENT:

Linda Wood of 142 Circle Road was concerned about the future of Greenwich Township and suggested strengthening the Township Ordinances. She presented information on historical preservation. Mr. Wessner of LTL Consultants stated the Township is looking at a Fire Code Ordinance.

Mark Sable of 593 Rte 22 asked if Penn DOT had submitted plans for the temporary traffic signals at the intersection of Rte 22 and Rte 737. Mr. Berger stated that PennDOT officials were supposed to be in attendance at tonight's meeting. Mr. Follweiler stated he and Mr. Berger had met with Penn DOT. There were concerns about the poles not being set back from the road far enough and the turning radius of trucks.

PLANS TO REVIEW:

Subdivision of Land Development Plan Status Report – The Board reviewed the report.

OLD BUSINESS:

A motion was made by Mr. Spohn, seconded by Mr. Berger, to amend the agenda to correct the amount of Infinity 2 Self Storage Facility Escrow Reduction to \$367,361.95. All voted in favor. Motion carried.

Infinity 2 Self Storage Facility

A motion was made by Mr. Spohn, seconded by Mr. Berger, upon the recommendation of the Engineer, to authorize an escrow reduction for the Infinity 2 Self Storage Facility in the amount of \$367,361.95. All voted in favor. Motion carried.

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NEW BUSINESS:

Engarto

A motion was made by Mr. Spohn, seconded by Mr. Berger, to authorize the release of any and all escrow held for Engarto after all the Professionals' fees are paid. All voted in favor. Motion carried.

Leid Poultry Barn Land Development Plan Time Extension

A motion was made by Mr. Berger, seconded by Ms. Flyte, accepting the developer's offer of an extension of time for the review of the Leid Poultry Barn Land Development Plan until February 7, 2023. All voted in favor. Motion carried.

Dollar General Land Development Plan Time Extension

A motion was made by Mr. Berger, seconded by Ms. Flyte, accepting the developer's offer of an extension of time for the review of the Dollar General Land Development Plan until April 3, 2023. All voted in favor. Motion carried.

Planning Commission Resignation

A motion was made by Mr. Spohn, seconded by Ms. Flyte, to amend the agenda to include acceptance of a resignation from the Planning Commission and appoint a replacement. All voted in favor. Motion carried.

A motion was made by Mr. Berger, seconded by Ms. Flyte, to accept the resignation of Richard Grim from the Greenwich Township Planning Commission. All voted in favor. Motion carried.

A motion was made by Mr. Berger, seconded by Ms. Flyte, to appoint Scott Anders to the Greenwich Township Planning Commission to fulfill the remainder of Richard Grim's term (term ending December 31, 2024). All voted in favor. Motion carried.

REPORTS:

1. Administrator – None.
2. Road Master – The office was painted and new carpet installed. Tree trimming letters will be mailed. There have been a few small storms and there have been a few mechanical issues with the trucks.
3. Engineering and Zoning Reports – There is a zoning hearing January 11th for 407 Old Rt 22. Also, a Notice of Violation was sent to a property on Sitler Valley and Berger Roads due to a complaint about a composting operation and the property driveway. A draft of the Fire Code Ordinance was distributed to the Board to be discussed at a future meeting.
4. Solicitor – Kozloff Stoudt – Nothing further to report.

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FINANCIAL MATTERS:

A motion was made by Mr. Berger, seconded by Ms. Flyte, to approve the bills for payment. All voted in favor. Motion carried.

Having no further business, Mr. Spohn adjourned the Regular Meeting of the Board of Supervisors at 7:52 p.m.

Respectfully Submitted,

Diane Hollenbach
Administrator/Secretary/Treasurer